

# SPOKANE COUNTY FIRE DISTRICT 8

## Standard Operating Procedures

**90.05.04**  
**LOCKOUT/TAGOUT AT**  
**EMERGENCY SCENES**



Adopted: 12/20/16  
Reviewed: 12/20/16  
Revised: 00/00/00

Approved:

A handwritten signature in black ink, appearing to read "Tony Fisher", is written over a horizontal line.

**Purpose:** To require Lockout/Tagout when personnel may have to operate at an emergency scene and it could involve exposure to live electrical parts or exposure to a stored energy source on any machinery or equipment.

**References:** N/A

**Procedure:**

1. Whenever a situation is encountered that meets the above criteria Fire District 8 personnel shall check to see if building/plant personnel or company personnel have begun Lockout/Tagout procedures. If they have begun the procedure then Fire District 8 locks or tags shall be added to the ones already present.
2. If Lockout/Tagout procedures have not been initiated then Fire District 8 personnel will initiate this guideline. Notify all affected personnel that a Lockout/Tagout procedure is required and the reason why (i.e. emergency). With the assistance of the building/plant personnel, shut down the equipment using the normal shut-down procedure if you can assure that the person entangled won't be hurt any further.
3. Operate the disconnect switch, valve, circuit breaker, or other energy isolating device(s) so that the equipment is isolated from its energy source. Toggle switches, push buttons, and other types of control switches **are not** isolating devices.
4. Dissipate and isolate all stored energy (if applicable) such as that found in springs, elevated machine members, rotating parts, hydraulic systems; and air, gas, steam or water pressure. All stored energy must be dissipated or restrained by methods such as repositioning, blocking, bleeding down, etc.
5. Lockout the energy isolation devices with energy lockout device(s) issued to each fire station for Lockout/Tagout procedures. If one or more stations is working at the same incident then each station will put their individual lock(s) and or tag(s) on the energy lockout device.
6. If it is impossible to use a lock, another positive means of disconnecting the circuit or equipment must be used. Other positive means may include unplugging, disconnecting the conductors, or removing fuses. A tag must be placed on the plug, conductor, fuse brackets, etc. If no positive means can be used, a radio-

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equipped firefighter at the controls to keep the machine/equipment from being activated shall be used.

7. Only after the equipment has been properly locked/tagged out shall emergency personnel begin to work to remove an entangled patient. Rescuers should have a representative of the company where the incident is located to assist with their expertise on the equipment.
8. Once disentanglement of the patient has been completed, the equipment shall remain locked/tagged out until proper notifications and/or investigations have been completed. A photograph of the lock/tag out equipment shall be taken for evidence purposes before removal. The Lockout/Tagout device may be removed by the member who locked/tagged the equipment or authorized employee of the company trained in Lockout/Tagout procedures.